

# *Memorandum*

**TO: Envision San Jose 2040  
Task Force**

**FROM: Stan Ketchum**

**SUBJECT: FEBRUARY 25, 2008  
TASK FORCE  
MEETING PACKET**

**DATE: February 15, 2008**

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This memo provides information to assist you in preparing for the February 25<sup>th</sup> Envision San Jose 2040 Task Force meeting.

Agenda Item 3 - Introduction to the Housing Element Update

Planning Staff will present an overview and introduction to the separate, parallel process underway to update the Housing Element, one of the seven mandated elements of the General Plan. In addition to the updating necessary as a part of the development of the Envision San Jose 2040 General Plan, state law requires General Plan Housing Elements to be updated every five to seven years, to keep current and ensure implementation of regional housing allocation requirements. Required background reading for this item includes the Housing sections of the San Jose 2020 General Plan, pages 81 – 86 and 281 – 294. In addition, optional information regarding the technical requirements of the Regional Housing Needs Allocation methodology is available at the following link:

[http://www.abag.ca.gov/planning/housingneeds/pdfs/RHNA\\_Allocations\\_and\\_Technical\\_Document.pdf](http://www.abag.ca.gov/planning/housingneeds/pdfs/RHNA_Allocations_and_Technical_Document.pdf)

Agenda Item 4 - Existing Land Use and Development Trends Background Report

This extensive report is undergoing final production. It will be posted on the General Plan Update page on Planning's website on Tuesday, February 18<sup>th</sup> and will be hand delivered to all Task Force members on Tuesday, as well. Required reading in preparation for this discussion includes the following sections of the San Jose 2020 General Plan:

- Major Strategies (pages 41 – 55)
- Goals and Policies - City Concept and Community Development (pages 57 – 71)
- Land Use/Transportation Diagram (pages 139 – 152)

Agenda Item 5 – Announcements

Two items will be mentioned under announcements: 1) one piece of correspondence addressed to the Task Force was received and is attached to this memo, and 2) the status of the consultant selection process will be presented.

For questions, please contact Michael Brilliot (535-7831) or me (535-7876).

Stan Ketchum  
Principal Planner